

BOARD OF SUPERVISORS

GILA COUNTY, ARIZONA

Date: May 18, 2004

JOSÉ M. SANCHEZ

Chairman

JOHN F. NELSON

Clerk of the Board

RONALD A. CHRISTENSEN

Vice-Chairman

By: Marian Sheppard
Chief Deputy Clerk

CRUZ SALAS

Member

Gila County Courthouse
Globe, Arizona

PRESENT: José M. Sanchez, Chairman; Cruz Salas, Member; John F. Nelson, County Manager/Clerk; and, Daisy Flores, County Attorney.

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date. Daisy Flores led the Pledge of Allegiance and Jeremy Goodman delivered the Invocation.

Chairman Sanchez advised that Vice-Chairman Ron Christensen submitted a letter requesting to be excused from today's meeting in order to represent Gila County at other meetings. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board excused Vice-Chairman Christensen from today's meeting.

At this time each Board member presented a brief summary of current events as allowed by A.R.S. §38-431.02(K). No action was taken on any items that were presented.

Chairman Sanchez addressed agenda item number 3, a presentation of a copper wall sculpture of the Old Gila County Courthouse and western streets of the 1900s designed and created by Dean Cramblit to the Board of Directors and volunteers of the Cobre Valley Center for the Arts. He called on John Nelson to speak to this issue. Mr. Nelson advised that the copper sculpture has been displayed on the wall of the Board of Supervisors' hearing room for

many years. He advised that there are two reasons for moving this display; the sculpture will be exposed to and enjoyed by more people at the Cobre Valley Center for the Arts, and the sculpture poses a risk of someone coming into contact with its sharp edges, especially children. Supervisor Salas advised that displaying the sculpture at the Cobre Valley Center for the Arts will provide more viewing opportunity for the local citizens and tourists. At this time the Board of Supervisors presented the sculpture to the Board of Directors and volunteers of the Cobre Valley Center for the Arts.

A public hearing was held for the adoption of an amendment to Gila County Ordinance No. 04-01, Environmental Health, Food Service Worker and Food Service Manager Training, revising Regulation 5, Certified Food Service Manager's Duty. David Fletcher, Health and Community Services Division, provided an overview of the proposed change, as follows:

- A. All food establishment locations with **AT LEAST ONE EMPLOYEE** ~~fifteen (15) or fewer employees~~ shall have **AT LEAST** one certified food service manager on staff, ~~which is either physically present or available by electronic or telephonic means, whenever food is being prepared or the food establishment is in operation.~~
- ~~B. All food establishment locations with sixteen (16) or more employees shall have one certified food service manager on duty whenever food is being prepared or the food establishment is in operation.~~
- C. A food establishment owner or operator may not employ a food service manager for more than one hundred eighty (180) days who has not completed requirements contained in this ordinance.

Chairman Sanchez called for public comment; none was offered. Each Board member expressed their support of this proposed change. Mr. Fletcher credited Mr. David Pote, Director of Environmental Health, and Mrs. Jacque Griffin, Assistant County Manager/District Librarian, for initiating this

ordinance change. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board adopted the amendment to Ordinance No. 04-01.

David Patterson, Finance Director, requested that a change be made to the County's procurement policy regarding the requirement to acquire bids for purchases greater than \$25,000. He requested that the amount be increased to "greater than \$35,000" in accordance with changes recently made to A.R.S. §41.2535. Mr. Patterson advised that the requested change is not required by State Statute; however, it would be a good decision for the County to incorporate the same language as the Arizona Revised Statutes. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board adopted the proposed change.

Mr. Patterson advised that agenda item number six, as presented on the meeting agenda, has changed. Mr. Patterson advised that his original request was to change the day to submit employee time sheets from every other Tuesday to every Thursday; however, the new request is to change the submission date to every other Monday following the end of the pay period, which is Sunday. This will allow for the reporting of "real time" worked versus guesstimating the hours to be worked during the last week of the pay period. He then addressed the second portion of the agenda item which is a request to change the County's pay period ending date from Sunday to Friday. Mr. Patterson advised that he is rescinding that request because after implementing the process whereby payroll checks are mailed to employees, it was found that it takes less time to perform payroll processing functions than was originally anticipated. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board changed the day to submit employee time sheets to every other Monday.

John Nelson presented two requests to utilize the Fairgrounds Exhibit Hall with a fee waiver, as follows: 1) National Wild Turkey Federation, Copper Gobblers Chapter, on June 26, 2004, for an annual banquet and auction; and 2) Gila County Historical Society on October 2-3, 2004, for the annual Gila

County Fall Festival sponsored by the Gila County Historical Society Museum. Mr. Nelson recommended the Board's denial of the fee waiver for the National Wild Turkey Federation because the organization and the event do not directly benefit the County or its citizens. He recommended waiving the fees for the Gila County Historical Society as this is an annual event that does benefit the County and its citizens. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board approved the use of the Fairgrounds Exhibit Hall by the National Wild Turkey Federation without a fee waiver, and approved the use of the Fairgrounds Exhibit Hall by the Gila County Historical Society with a fee waiver.

Mr. Nelson requested the adoption of Resolution No. 04-05-09 supporting a Regional Economic Planning Grant for the Plateau Region of the State of Arizona. He advised that the Plateau Region is comprised of northern Gila County and southern Apache and Navajo Counties. Mr. Nelson advised that the Arizona Department of Commerce in prior years approached economic development on a county by county basis. The Arizona Department of Commerce has since divided the counties into eleven regions that will be eligible to receive planning grants which will be awarded on a competitive basis to help promote economic development. Six out of the eleven regions will be eligible for payment, up to \$40,000. Mr. Nelson advised that the Request for Proposal (RFP) requires that resolutions of support be submitted with the RFP from each of the communities within the region. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board adopted Resolution No. 04-05-09. **(A copy of the resolution is permanently on file in the Board of Supervisors office.)**

Mr. Darde de Roulhac, Civil Engineer for the Public Works Division, requested the Chairman's signature on an Agreement for Professional Services with FLO-2D Software, Inc. for the review, assist, conduct and provision of technical oversight on the application of the FLO-2D flood routing model to Goat Camp Creek in Star Valley, Arizona. He advised that the amount of the

Agreement is not to exceed \$8,000. Mr. de Roulhac advised that the purpose for entering into this Agreement is to increase the amount of flood information for the area and to expedite the flood permitting process. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board authorized the Chairman's signature on the Agreement.

Chairman Sanchez advised that the Globe-Miami Reunion Committee has rescinded its request for the approval of a Special Event Liquor License Application, which is Consent Agenda item 10J. Upon motion by Supervisor Salas, seconded by Chairman Sanchez, the Board approved the Consent Agenda consisting of items A through O with the exception of item J, as follows:

- A. Approval to amend the language of Rule 10.2 (A) 1 of the Gila County Merit System Rules and Policies striking "I, II, & III" and inserting "CDL Operator", and amend the language of Rule 10.2 (A) 2 striking "Deputy Sheriff" and inserting "AZ POST certified officers and any employee who is issued a departmental weapon."
- B. Approval of Intergovernmental Agreement (Contract No. ED05-0001) between the Arizona Department of Education and the Gila County Juvenile Detention Center authorizing participation in the National School Lunch Program, School Breakfast Program and the Special Milk Program for the period July 1, 2005, through June 30, 2009. (renewal agreement)
- C. Approval to adopt Resolution No. 04-05-10 naming two roads in the Gisela and Young areas to be called Birdie Lane and Westridge Drive as necessary for the County's Rural Addressing Program. **(A copy of the resolution is permanently on file in the Board of Supervisors office.)**
- D. Approval for the Chairman's signature on various documents pertaining to the purchase of property located at 1315 South Street, Globe, Arizona, according to Map No. 205-14 1/1, Assessor's parcel no. 205-14-032 for general use by the County.
- E. Ratification of the Chairman's signature on a Solicitation Amendment for Solicitation No. E-RSA 04045 from the Rehabilitation Services

Administration on Scope of Work Objective 1 and the Best and Final Requirements for RFP No. E-RSA 04045.

- F. Approval of a Lease between Tri-City Builders, Inc. and the Gila County Health and Community Services Division whereby the REPAC Department will lease approximately 800 square feet of office space located at 8128 E. Highway 69, Prescott Valley, Arizona, from June 1, 2004, to May 31, 2009, in the amount of \$1,297.50 per month for the administration of the REPAC Department MIS functions.
- G. Approval of a PY 2004 Intergovernmental Agreement (Contract No. 5205008) between the Arizona Department of Economic Security and the Gila County Health and Community Services Division whereby the REPAC Department will rent office space in Winslow, Show Low, and Safford, Arizona, to provide dislocated worker services which are administered by the REPAC Department.
- H. Approval for the Chairman to sign a State Housing Fund Agreement (Contract No. 545-04) between the State of Arizona, Department of Housing, State Housing Fund, and the Gila County Health and Community Services Division, Community Action Program, to obtain funds in the amount of \$71,986 from the State to administer housing services within Gila County for the period July 1, 2004, through June 30, 2005. (renewal agreement)
- I. Approval for the Chairman to sign two Weatherization Low-Income Assistance Agreements between the State of Arizona, Department of Commerce, Energy Office, and the Gila County Health and Community Services Division to obtain FY 2004-05 funds to administer the County's Weatherization Program. (Contract No. 048-04 provides DOE and LIHEAP funding in the amount of \$81,337 and Contract No. 057-04 provides Southwest Gas Corporation funding in the amount of \$22,800)
- J. Approval of a Special Event Liquor License Application submitted by the Globe-Miami Reunion Committee to serve liquor at the Old Fashion

Independence Day Celebration on July 4, 2004, at the Pinal Mountain Baseball Field in Claypool, Arizona. **(The application has been rescinded.)**

- K. Approval to appoint Raymond Stanley, Sr., Roger Lyle Freeman and Jo Bourne Freeman as precinct committeemen to the Gila County Democratic Party.
- L. Approval of the May 4, 2004, and May 11, 2004, BOS meeting minutes.
- M. Approval of April 2004 monthly departmental activity reports submitted by the Clerk of the Superior Court, Globe and Payson Regional Justices of the Peace, Globe and Payson Regional Constables, and County Recorder.
- N. Approval of finance reports/demands/transfers for the weeks of May 11, 2004, and May 18, 2004, as follows:

May 11, 2004

\$527,522.91 disbursed for County expenses by voucher numbers X139631 through X139697 and X351928 through X352184. The hand-issued warrants are listed by voucher number and amount, as follows: X139623 for \$192,075.58; X139624 for \$100.00; X139625 for \$100.00; X139626 for \$786.63; X139627 for \$790.40; X139628 for \$177.00; X139630 for \$580.00; and X139639 for \$177.00.

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\$402,725.67 disbursed for County expenses by voucher numbers X139698 through X139773 and X352188 through X352584. The hand-issued warrants are listed by voucher number and amount, as follows: X352185 and X352186 for a total of \$5,030.00, and X352187 for \$1,100.00.

(An itemized list of vouchers is permanently on file in the Board of Supervisors.)

- O. Approval of personnel reports/actions for the weeks of May 11, 2004, and May 18, 2004, as follows:

May 11, 2004

Temporary Hire to County Service -

1. Clerk – Clerk of Superior Court – 05-04-04 – General Fund - Mattie DeRose

Position Review:

2. Change fund codes – Attorney – County Attorney – 05-17-04 – General to Drug Prosecution Fund – Dennis McCarthy
3. Change fund codes – Attorney – County Attorney – 05-17-04 – General to Gun Prosecution Fund – Dennis Harrison
4. Change fund codes – Victim Witness Advocate – County Attorney – 05-17-04 – General to Victim Assistance Fund – Vivian Allison
5. Change fund codes – Legal Secretary I – County Attorney – 05-17-04 – General to General/AG Victim Rights Funds – Teresa del Campo, Cathy Phillips
6. Anniversary date increase – 05-03-04 – Jo Johnson
7. Anniversary date increase – 05-17-04 – Sandra High, Rebecca Rogers, Gary Frantom, Alfred Cline, Carlos Mejia, Teresa del Campo, Dennis McCarthy, Janice Asberry, Jo Lynn Chase, Judy Smrdel

SHERIFF'S PERSONNEL ACTION ITEMS

Position Review:

8. Anniversary date increase – 05-17-04 – Elizabeth Lacey, Michael Fane, Karen Baltz, Jim Eskew
9. Anniversary date increase plus Merit increase – 05-17-04 – Lisa Hicks

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Departure from County Service:

1. Clerk – Clerk of Superior Court – 05-21-04 – Document Conversion Fund - Nicole Vargas – temporary position

Hire to County Service:

2. Constable Clerk II – Payson Constable – 05-17-04 – General Fund - Magdalena Magdaleno
3. Custodial/Maintenance Worker – Gila Community College – 04-27-04 – College Fund - Frank Ruiz – part-time position

Temporary Hire to County Service:

4. Auto/Equipment Maintenance – Globe Shop – 05-24-04 – Shop Fund - Kenneth Doss

End Probationary Period:

5. Plan Reviewer/Bldg. Inspector – Community Development – 05-17-04 – General Fund - Caryn Paige
6. Public Health Nurse – Health Services – 04-19-04 – Health Services Fund - Susan Keopf
7. Community Nutrition Worker – Health Services – 04-19-04 – Health Services Fund - Sylvia Castillo
8. Courtroom Clerk – Clerk of Superior Court – 04-19-04 – General Fund - Raquel Dunman

Position Review:

9. Change Fund Codes – Attorney – County Attorney – 05-17-04 – General to Grant Fund - John Franklin
10. Reclassification – Clerk to Administrative Assistant – Gila Community College – 05-03-04 – College Fund – Nancy Moulder
11. Salary Increase – Administrative Assistant – Consolidated Roads – 05-24-04 – Road Fund – Nyra Hillary – Increase due to additional responsibilities
12. Anniversary Date Increase – 05-03-04 – Clifford Horn, David Hom

Request Permission to Post:

13. Community Oral Health Consultant – Health Services – New part-time position – Grant Funded

SHERIFF'S PERSONNEL ACTION ITEMS

Hire to County Service:

14. Deputy Sheriff – Emergency Response – Globe S.O. – 05-17-04 – Emergency Response Fund – Sheila Sawyer, Roselyn Joines

There being no further business to come before the Board of Supervisors, Chairman Sanchez adjourned the meeting at 11:04 a.m.

José M. Sanchez, Chairman

ATTEST:

John F. Nelson, County Manager/Clerk